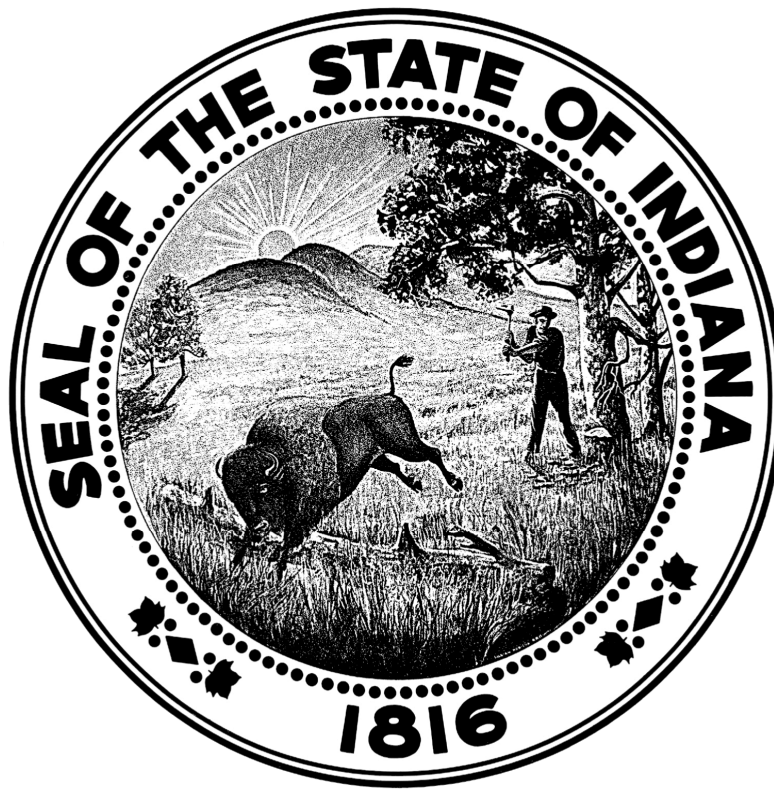

Indiana Secretary of State
Todd Rokita

Fellowship Program



Summer 2010

About Secretary Rokita



Having received the highest number of votes among statewide office holders in 2006, Munster native Todd Rokita is now serving his second term as Indiana's 59th Secretary of State.

As Chief Elections Officer, Secretary Rokita has overseen Indiana elections with a commitment to innovation and technological advancement and was a primary advocate for the state's photo ID law, as well as other progressive voting law reforms.

He has also been so effective in using technology and efficiency to streamline the services of his office, that his current operating budget is less than that of the secretary of state in 1987.

His efforts to combat investment and mortgage fraud have led to the convictions of dozens of white collar criminals, over 300 years of jail time, and millions of dollars returned to victims.

Secretary Rokita has served as President of the National Association of Secretaries of State (NASS), in 2006 was one of 23 top young elected officials chosen for the Aspen-Rodel Fellowship in Public Leadership, and has been invited to testify before Congress and the legislative bodies of other states many times.

Among numerous professional awards and honors, Secretary Rokita has been named Small Business Statesman of the Year by The National Federation of Independent Business (NFIB) and the National Association of Woman Business Owners (NAWBO)-Indianapolis honored him with the 2008 Choice Award.

Secretary Rokita is a member of the Board of Directors for Saint Joseph's College in Rensselaer. He and his wife Kathy welcomed their first child, Teddy, in February of 2008.

Program Overview

The summer fellowship program includes three months of hands-on experience at the Secretary of State's office. The hours of the fellowship program are 8:00 AM to 4:30 PM or 9:00 AM to 5:30 PM Monday through Friday. Fellows are expected to wear appropriate professional dress attire. Duties assigned to the Fellows include special projects and duties essential to the daily operations of servicing Hoosier taxpayers. Fellows will rotate through all Divisions of the Secretary of State's office.

Organization of the Office

The Executive Office, located in the Indiana Statehouse, oversees the overall policy, management, and budgeting for the entire office. Four main divisions comprise the balance of the office: Securities, Elections, Business Services, and Dealer Services.

Securities - The Securities Division oversees Indiana's securities industry. The division is charged with protecting Hoosier investors by bringing enforcement actions against companies

and individuals selling securities in violation of Indiana's securities laws and by educating Hoosiers about prudent investing. Home to the Prosecution Assistance Unit, which helps county law enforcement go after the worst of the worst white collar criminals, the Securities Division has helped secure felony convictions on 38 defendants in state and federal courts across Indiana with more than 310 years in sentences handed out. In addition, courts have ordered defendants to pay over \$29 million in restitution to crime victims.



The Division is also home to Indiana Investment Watch, an investor education program aimed at educating Hoosiers on how to better protect their hard-earned savings from fraud.

Elections - The Elections Division assists the Secretary of State in carrying out the responsibilities assigned as Indiana's chief elections officer. The bipartisan division is comprised of an equal number of Democrats and Republicans. The division's administrative responsibilities include overseeing the candidate declaration process, certifying election results, and maintaining campaign finance reports. The Secretary of State also serves as chairperson for the Indiana Recount Commission and participates in voter outreach projects aimed at increasing voter participation. The Indiana Election Commission, as opposed to the Division, is an independently appointed Commission of two Republicans and two Democrats. The commission deals with questions associated with violations of the Indiana election laws, and with the imposition of penalties.



Business Services - The Business Services Division administers all business-related responsibilities for the Secretary of State including the chartering of new businesses, the filing of commercial liens, and the issuance of trademarks, notaries public and summonses.

Dealer Services - The Dealer Services Division administers regulations relating to the registration of motorized vehicle dealers, including dealers for automobiles, watercraft, off-road vehicles and automobile salvage.

APPLICATION MATERIALS

If you have questions concerning the fellowship program, please contact the Secretary of State's Office at (317) 232- 6590. All candidates need to submit the following to be considered for the Fellowship program.

- _ Current Transcripts
- _ Required Essays
- _ 2 Letters of Recommendation
- _ Current Resume
- _ Completed Application



ELIGIBILITY

The Secretary of State Fellowship Program is open to any college student at a sophomore standing or higher. Candidates must have maintained a grade point average of 3.0 or higher.

SELECTION

The Office of the Indiana Secretary of State will review each application individually. Applications will be accepted through March 5, 2010. Those who qualify will be contacted for an interview. Interviews will begin the week of March 8, 2010.

Mail to:

The Secretary of State's Fellowship Program
State House, Room 201
200 W. Washington Street
Indianapolis, IN 46204-2797
ATTN: Marisa Smith
Director of Operations



**Office of the Indiana Secretary of State
Todd Rokita
Fellowship Program Official Application**

Name: _____

Current Address: _____

City/State/Zip Code: _____

Permanent Address (*if different from above*) _____

Phone Number: _____ Email Address: _____

Education

Institution: _____

Location: _____ Grade Point Average: _____

Major(s) _____ Minor(s) _____

Honors and Activities (Please attach a separate document, if necessary):

Work Experience

(A resume containing all requested information may be submitted for this portion of the application)

Name/Location:
Dates of Employment:
Position:
Responsibilities:

Name/Location:
Dates of Employment:
Position:
Responsibilities:

Name/Location:
Dates of Employment:
Position:
Responsibilities:

Hobbies and Special Interests

Letters of Recommendation

Two letters of recommendation must be submitted with the application. List the names and positions of references below.

Reference:
Position:

Reference:
Position:

Essay

Please include a brief typewritten essay in response to the following questions:

- 1) What do you see as the greatest challenge facing the State of Indiana? What role can or should the government play in confronting the challenge?
- 2) What do you think has been the Secretary of State's greatest Accomplishment to date?